

Memo

To: Chevy Chase Village Board of Managers
From: Melissa Wiak, Community Liaison/Administrative Assistant
CC: Shana R. Davis-Cook, Village Manager
Date: October 5, 2015
Re: Village Hall Use for September 2015

Below is a chart that reflects the type and frequency of events held in the Village Hall during the month of September 2015:

Type of Event	Number of Uses	Total Net Revenue
Rentals (Private Events) — ICP&P Potluck luncheon	1	\$550
Community Use — Board of Managers' Monthly Meeting; Environment & Energy Committee Meeting; Parks & Greenspaces Committee Meeting; Elections Supervisors Committee Meeting	4	\$0.00
Fee Waiver Use/Public Use — Chevy Chase @ Home Events (3); Section 5 Monthly Meeting; Chevy Chase Garden Club Monthly Meeting	5	\$0.00